

# Minutes of the Borough Council Zelienople, PA

2/27/2023

7:30 PM

Council-Regular

MasterID: 740

The February 27, 2023, Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Mary Hess in the Council Chambers located at 111 W New Castle St., Zelienople PA 16063. This meeting was held in an in-person environment as well as remotely through the WebEx technology to comply with the safety of all concerned and to allow for offsite participation. It still complied with all rules of advertisement and the public had access to the meeting and was able to participate. In-person attendance were Council Members Mary Hess, Andrew Mathew III, Marietta Reeb, Ralph Geis, Doug Foyle and Mayor Thomas Oliverio. Also in attendance was Junior Council Person Kyra Fazio. Council Member Allen Bayer attended remotely. Council Member Gregg Semel did not attend.

Also, in attendance were Borough Manager Andrew Spencer, Police Chief James Miller, Public Works Director Chad Garland, Zoning & Codes Officer Jason Sarver, Borough Solicitor Bonnie Brimmeier, and Borough Engineer Tom Thompson.

## **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Marietta Reeb

## **VISITORS:**

In Person: Daniel Karns

Remotely: Steve Schoppe, Mike Sosak, Carol Sosak and Melissa Turner

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15 Years of Service Award presented to Andrew Spencer

25 Years of Service Award presented to Aaron Kniess

25 Years of Service Award presented to Sean Adomaitis

Part-Tim Police Officer Johnathan Logan Brink was sworn in by Mayor Oliverio.

Thomas Cicchiani was sworn into the Civil Service Commission by Mayor Oliverio.

## **PUBLIC COMMENT**

Mike Sosack commented on the Glade Run Development

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## **CONSENT AGENDA:**

A motion was made by Mr. Geis, seconded by Mr. Foyle, to approve:

- Minutes of the February 13, 2023, Council Meeting.
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.

Motion carried 6-0.

## **OLD BUSINESS:**

None

## **NEW BUSINESS:**

### **CONSIDER WRITE-OFFS TO BAD DEBT**

A motion was made by Mr. Mathew, seconded by Mr. Geis to approve the write-offs amount of \$4,940.58 to bad debt to clear up utility accounts in arrears.

The amount of bills to write off to bad debt is \$4,940.58 which reflects utility accounts that have had a final bill in the year 2021 and have never been paid. This is good financial practice encouraged by the auditors to periodically go over accounts in arrears, so it does not build up.

Motion carried 6-0.

### **CONSIDER SPECIAL EVENT PERMIT APPLICATION– AMERICAN LEGION MEMORIAL DAY CELEBRATION**

A motion was made by Mr. Geis, seconded by Mr. Mathew to approve Special Event Permit Application – American Legion Memorial Day Celebration to be held on May 29, 2023 from 10:00 AM to 12:30 PM at the Memorial Park and the closure of Main Street, provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Public Works Director as needed and comply with the Borough of Zelienople's Special Event Rules, Code of Ordinances Chapter 174, Special Events and Alcoholic Beverages, Parades & Public Gatherings & all applicable Federal, State, and Local laws.

Motion carried 6-0.

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## **CONSIDER PRELIMINARY APPROVAL FOR OVERALL DEVELOPMENT OF THE GLADE RUN DEVELOPMENT**

A motion was made by Mr. Mathew, seconded by Mr. Geis to preliminary approve the Overall Development proposal for the major land development at the southwesterly corner of Zelienople Borough on the former Glade Run property.

The applicant requested Preliminary Approval of Overall Development for the Major Land Development that is to be located at the southwesterly corner of Zelienople Borough. The 252 acre plot is the future development site of a 411 unit residential development community.

Motion carried 6-0.

## **CONSIDER FINAL APPROVAL OF PHASE 1 AND 2 OF THE GLADE RUN DEVELOPMENT**

A motion was made by Mr. Mathew, seconded by Mr. Geis to approve Phase 1 and 2 for Major Land Development that is to be located at the southwesterly corner of Zelienople Borough on the former Glade Run property, contingent upon:

1. Satisfaction of points of Gannett Fleming review letter February 14, 2023
2. Receipt of all permits
3. Utility approval of the water and electric by the Borough
4. WBCA approval of sewer facilities
5. Submission of the Traffic Study
6. Approval of Traffic Study by the Borough
7. Borough approval of pedestrian traffic routing from the site

The 252 acre plot is the future development site of a 411 unit residential development community.

Motion carried 6-0.

## **CONSIDER RESOLUTION #491-23 – A RESOLUTION AUTHORIZING THE BOROUGH OF ZELIENOPLE TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE BOROUGH OF HARMONY AND EVANS CITY AND THE TOWNSHIP OF JACKSON TO COLLABORATE ON STORMWATER MANAGEMENT**

A motion was made by Mr. Mathew, seconded by Mr. Foyle to adopt Proposed Resolution #491-23, a Resolution to enter into a regional Intergovernmental Cooperation Agreement with the Boroughs of Harmony and Evans City, and Jackson Township for the purpose of stormwater management and authorize the appointment of a representative and an alternative to serve on the advisory steering committee.



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As part of the regional stormwater municipal group, the Borough of Zelienople has applied for and received four (4) grants regarding Stormwater management improvements from the County's ARPA (American Rescue Plan Act) allocation totaling \$465,334.70. Included was a \$225,000 Grant Award toward a \$250,000 project for the creation of an intergovernmental regional cooperation with four municipalities (the Boroughs of Zelienople, Harmony, Evans City and the Township of Jackson) for the purpose of identifying potential revenue sources to fund increasing stormwater management and authorizing the appointment by the governing body of a representative and an alternative to serve on the advisory steering committee and an alternative reporting back to the governing body on a regular basis. The term of the Intergovernmental Cooperation Agreement is for one (1) year commencing with the date of execution by the four participating municipalities and can be renewed for an additional term of one (1) year upon the conclusion of the initial term. Resolution #491-23 was prepared for this purpose.

The four (4) municipalities (Boroughs of Zelienople, Harmony, Evans City, and the Township of Jackson) have committed to divide the required local contribution of \$25,000 equally between the four participating municipalities. \$25,000 represents the difference between the grant award amount of \$225,000 and the total project cost of \$250,000. Each of the four participating municipalities will pay \$6,250 to the Borough prior to any of the work identified in the grant is undertaken and will be submitted to the county for reimbursement.

A full and true copy of Resolution #491-23 can be found in the Resolution Book.

  
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Borough Manager

Motion carried 6-0.

**CONSIDER AGREEMENT WITH ALLEGHENY LEAGUE OF MUNICIPAL (ALOM) PUBLIC PARTNERS PROGRAM TO PROVIDE ADMINISTRATIVE AND LOGISTICAL SUPPORT TO THE INTERGOVERNMENTAL JOINT STUDY COMMITTEE FOR STORMWATER MANAGEMENT AND TO RETAIN THE SERVICES OF MICHAEL WITHERAL TO PROVIDE TECHNICAL LEGAL SERVICES TO THE COMMITTEE**

A motion was made by Mr. Geis, seconded by Mrs. Reeb to approve the agreement with the Allegheny League of Municipal (ALOM) Public Partners to provide facilitation and administrative support services to the Borough and to the regional stormwater joint study committee and to retain the services of Michael Witheral to provide technical legal services to the joint study committee at a rate of \$250.000 per hour with a maximum of 40 hours and a cost not to exceed \$10,000.00.

As part of the regional stormwater municipal group, the Borough of Zelienople has applied for and was awarded a grant from the County's ARPA (American Rescue Plan Act) allocation to fund a Joint Stormwater Study (Project) for four municipalities (the Boroughs of Zelienople, Harmony, Evans City and the Township of Jackson). The project will include the creation of a joint

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Stormwater Study Group consisting of representatives of each of these municipalities which will assist in implementing the project as described in the grant award.

Allegheny League of Municipal (ALOM) Public Partners agreed to provide facilitation and administrative support services to the Borough and to the Study Group to assist with administering the grant from the County with the grant award to cover all costs of these services.

Also included in this agreement are the services of Michael Witheral to provide technical and legal services to the joint study committee at a rate of \$250.000 per hour with a maximum of 40 hours and a cost not to exceed \$10,000. Witheral's sole purpose is to provide technical advice to the Committee on financial and organizational approaches to stormwater and MS4 management. The amount was budgeted for in the grant and is fully eligible for reimbursement. If additional technical services are needed from Mr. Witheral, the Committee would ask for additional approval from Council, which would be eligible for grant reimbursement.

Motion carried 6-0.

## **OTHER BUSINESS:**

None

## **COUNCIL REQUEST FOR INFORMATION**

Council reviewed the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 2/24/2023 this includes any discussion and removal/addition of items from the previous month.

No action vote was taken.

## **REPORTS**

Committees Reports:

**Jr. Council Person Fazio:** Commented on Glade Run Development

**Mrs. Hess:**

- Human Resources: no report
- Park & Recreation: Noted that they are looking for seasonal help if anyone is interested
- Main St. Revit. Committee: no report

**Mr. Semel:** Not present

- IT: no report

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- Main St. Revit. Committee: no report
- COG: no report
- Airport Authority: no report

## **Mr. Geis:**

- Electric: Noted committee meeting at 9am
- Bldg./Finance: no report
- Pension: No report
- Bond refinancing: no report

## **Mr. Foyle:**

- Pension Committee: no report
- Library: Indicated that library has put a hold on the addition at this time

## **Mrs. Reeb:** Noted to provide water information to the Butler Eagle

- Public Safety/Street/Sidewalk/Storm Water: Noted Street Committee at 9am on Wednesdays
- Historical Society: no report
- Shared Services Committee: no report

## **Mr. Mathew:**

- Water: noted that the water was tested and no harmful chemicals detected from the train derailment.
- Police Matters: no report
- Fire Dept. Liaison: Meeting next Tuesday with the Fire Department
- Shared Services: no report

Mayor: March 16<sup>th</sup> Butler County Boroughs Association meeting/dinner

Manager: Requested executive session on contractual matter

Solicitor: no report

Engineer: no report

Police Chief: no report

Public Works Director: Noted that the Borough will keep up with the water monitoring due to the train derailment.

Zoning/Code Officer: Noted it's good that the Borough is testing the water beyond what is normally done.

Finance Director: Not present

Parks and Recreation Director: Not present



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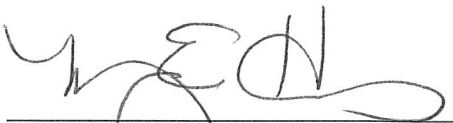
**Time of Break (if needed)** Time: 8:24 PM; Return 8:30 PM

**Executive Session (if needed)** Time: 8:30 PM; Return: 9:04 PM

Being no further business, President Hess closed the meeting at 9:04 PM.

ATTEST:

  
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Andrew C. Spencer  
Borough Manager

  
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Mary E. Hess  
Council President

Approved by me this 13<sup>th</sup> day of March 2023.

  
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Thomas M. Oliverio  
Mayor